

STATE OF CALIFORNIA
Budget Change Proposal - Cover Sheet
DF-46 (REV 08/15)

Fiscal Year 2016-17	Business Unit 5225	Department California Department of Corrections and Rehabilitation	Priority No. 4
Budget Request Name 5225-400-BCP-BR-2016-MR		Program 4505 – PEACE OFFICER SELECTION AND EMPLOYEE DEVELOPMENT	Subprogram 4505010 – OFFICE OF TRAINING & PROF. DEVELOPMENT


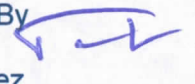
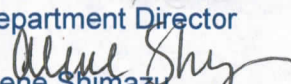
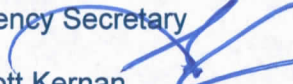
Budget Request Description
Peace Officer Selection and Employee Development - Basic Correctional Officer Academy Reduction

Budget Request Summary

The California Department of Corrections and Rehabilitation requests a reduction of \$21,487,000 General Fund and 265 positions, of which 240 are temporary help positions, beginning in fiscal year 2016-17. This adjustment reduces the annual capacity for the Basic Correctional Officer Academy from 3,292 to 2,058 cadets and provides two-year limited-term funding of \$3,686,000 for 80 cadets to attend the Basic Correctional Juvenile Academy and 80 students to attend the Adult Parole Academy annually.

Requires Legislation <input type="checkbox"/> Yes <input type="checkbox"/> No	Code Section(s) to be Added/Amended/Repealed	
Does this BCP contain information technology (IT) components? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, departmental Chief Information Officer must sign.</i>	Department CIO	Date
For IT requests, specify the date a Special Project Report (SPR) or Feasibility Study Report (FSR) was approved by the Department of Technology, or previously by the Department of Finance. <input type="checkbox"/> FSR <input type="checkbox"/> SPR Project No. Date:		

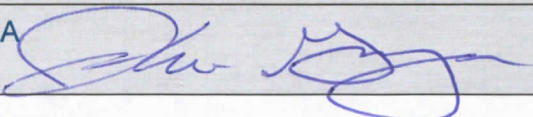
If proposal affects another department, does other department concur with proposal? ☐ Yes ☐ No
Attach comments of affected department, signed and dated by the department director or designee.

Prepared By Stacy Lopez 	Date 5/10/16	Reviewed By Jason Lopez 	Date 5-11-2016
Department Director Aline Shimazu 	Date 5/11/16	Agency Secretary Scott Kernan 	Date 5-12-16

Department of Finance Use Only

Additional Review: ☐ Capital Outlay ☐ ITCU ☐ FSCU ☐ OSAE ☐ CALSTARS ☐ Dept. of Technology

BCP Type: ☐ Policy ☒ Workload Budget per Government Code 13308.05

PPBA 	Date submitted to the Legislature 5/13/16
--	--

BCP Fiscal Detail Sheet

BCP Title: Basic Correctional Officer Academy

DP Name: 5225-400-BCP-DP-2016-MR

Budget Request Summary

	FY16					
	CY	BY	BY+1	BY+2	BY+3	BY+4
Positions - Permanent	0.0	-25.0	-25.0	-25.0	-25.0	-25.0
Positions - Temporary	0.0	-240.0	-240.0	-240.0	-240.0	-240.0
Total Positions	0.0	-265.0	-265.0	-265.0	-265.0	-265.0
Salaries and Wages						
Earnings - Permanent	0	-2,026	-2,026	-2,026	-2,026	-2,026
Earnings - Temporary Help	0	-7,905	-7,905	-10,314	-10,314	-10,314
Overtime/Other	0	-3,926	-3,926	-3,939	-3,939	-3,939
Total Salaries and Wages	\$0	\$-13,857	\$-13,857	\$-16,279	\$-16,279	\$-16,279
Total Staff Benefits	0	-6,549	-6,549	-7,288	-7,288	-7,288
Total Personal Services	\$0	\$-20,406	\$-20,406	\$-23,567	\$-23,567	\$-23,567
Operating Expenses and Equipment						
5301 - General Expense	0	-152	-152	-162	-162	-162
5302 - Printing	0	-645	-645	-663	-663	-663
5304 - Communications	0	-7	-7	-7	-7	-7
5306 - Postage	0	-26	-26	-26	-26	-26
5320 - Travel: In-State	0	-2,043	-2,043	-2,064	-2,064	-2,064
5322 - Training	0	63	63	56	56	56
5324 - Facilities Operation	0	1,656	1,656	1,549	1,549	1,549
5326 - Utilities	0	-221	-221	-229	-229	-229
5340 - Consulting and Professional Services - Interdepartmental	0	-12	-12	-12	-12	-12
539X - Other	0	306	306	-48	-48	-48
Total Operating Expenses and Equipment	\$0	\$-1,081	\$-1,081	\$-1,606	\$-1,606	\$-1,606
Total Budget Request	\$0	\$-21,487	\$-21,487	\$-25,173	\$-25,173	\$-25,173
Fund Summary						
Fund Source - State Operations						
0001 - General Fund	0	-21,487	-21,487	-25,173	-25,173	-25,173
Total State Operations Expenditures	\$0	\$-21,487	\$-21,487	\$-25,173	\$-25,173	\$-25,173
Total All Funds	\$0	\$-21,487	\$-21,487	\$-25,173	\$-25,173	\$-25,173

Program Summary

Program Funding

4505010 - Office of Training & Prof. Development	0	-21,487	-21,487	-25,173	-25,173	-25,173
Total All Programs	\$0	\$-21,487	\$-21,487	\$-25,173	\$-25,173	\$-25,173

Personal Services Details

		Salary Information			<u>CY</u>	<u>BY</u>	<u>BY+1</u>	<u>BY+2</u>	<u>BY+3</u>	<u>BY+4</u>
Positions		Min	Mid	Max						
2183	- Corr Supvng Cook - CF (Eff. 07-01-2016)				0.0	-3.0	-3.0	-3.0	-3.0	-3.0
9659	- Corr Sgt (Eff. 07-01-2016)				0.0	-22.0	-22.0	-22.0	-22.0	-22.0
OT00	- Overtime (Eff. 07-01-2016)				0.0	0.0	0.0	0.0	0.0	0.0
TH00	- Temporary Help (Eff. 07-01-2016)				0.0	-240.	-240.0	-240.0	-240.0	-240.0
Total Positions					0.0	-265.	-265.0	-265.0	-265.0	-265.0
Salaries and Wages		<u>CY</u>	<u>BY</u>	<u>BY+1</u>	<u>BY+2</u>	<u>BY+3</u>	<u>BY+4</u>			
2183	- Corr Supvng Cook - CF (Eff. 07-01-2016)	0	-131	-131	-131	-131	-131			
9659	- Corr Sgt (Eff. 07-01-2016)	0	-1,895	-1,895	-1,895	-1,895	-1,895			
OT00	- Overtime (Eff. 07-01-2016)	0	-3,926	-3,926	-3,939	-3,939	-3,939			
TH00	- Temporary Help (Eff. 07-01-2016)	0	-7,905	-7,905	-10,314	-10,314	-10,314			
Total Salaries and Wages		\$0	\$-13,857	\$-13,857	\$-16,279	\$-16,279	\$-16,279			
Staff Benefits										
5150450	- Medicare Taxation	0	-29	-29	-29	-29	-29			
5150600	- Retirement - General	0	-764	-764	-764	-764	-764			
5150800	- Workers' Compensation	0	-91	-91	-91	-91	-91			
5150900	- Staff Benefits - Other	0	-5,665	-5,665	-6,404	-6,404	-6,404			
Total Staff Benefits		\$0	\$-6,549	\$-6,549	\$-7,288	\$-7,288	\$-7,288			
Total Personal Services		\$0	\$-20,406	\$-20,406	\$-23,567	\$-23,567	\$-23,567			

Analysis of Problem

A. Budget Request Summary

The California Department of Corrections and Rehabilitation (CDCR) requests a reduction of \$21,487,000 General Fund and 265 positions (22 Sergeants, 3 Correctional Supervising Cooks, and 240 temporary help positions) beginning in fiscal year 2016-17. This adjustment reduces the annual capacity for the Basic Correctional Officer Academy (Academy) from 3,292 to 2,058 cadets and provides two-year limited-term funding of \$3,686,000 for 80 cadets to attend the Basic Correctional Juvenile Academy and 80 students to attend the Adult Parole Academy annually.

B. Background/History

In 2011, Public Safety Realignment was implemented, reducing the number of offenders housed in CDCR prisons and the staff necessary to run them. The Academy was significantly reduced during this time and CDCR implemented four waves of layoffs impacting the least senior Correctional Officers (COs). Beginning in 2013, over a 15-month period of time, CO attrition rose to 156 per month (a total of 2,340 during that time period) largely due to retirements as a result of COs, hired during the prison boom in the 1980's, reaching retirement age. Additionally, the Department did not produce any cadets from the time Realignment was implemented through April 2013, creating significant vacancies due to promotions and separations. In the Blueprint, as part of the reduced resources for the Academy, 240 temporary help Academy cadet position authority were included for the Office of Training and Professional Development (OTPD). CDCR proposes to eliminate this temporary help position authority.

OTPD Resource History
(Dollars in thousands)

Program Budget	2011-12	2012-13	2013-14	2014-15	2015-16**
Authorized Expenditures	\$28,687	\$16,775	\$39,330	\$85,460	\$87,446
Actual Expenditures	\$21,627	\$17,349	\$46,766*	\$75,132	\$81,362
Revenues	N/A	N/A	N/A	N/A	N/A
Authorized Positions	159.0	205.0	230.0	308.0	317.1
Filled Positions	151.0	152.0	184.0	281.0	286.0
Vacancies	8.0	53.0	46.0	27.0	31.1

* Budget Bill language in the 2013-14 Budget Act allowed CDCR to augment the budget up to \$16.6 million.

** As of April 30, 2016

Workload History

Workload Measure	2011-12	2012-13	2013-14	2014-15*	2015-16**
Total Cadet Check-ins	N/A	2	2,002	2,356	1,965
Total Graduates	N/A	2	1,121	2,604	1,843

* Total graduates for 2014-15 outweigh total cadet check-ins due to scheduled academies overlapping fiscal years

** As of April 2016

C. State Level Considerations

CDCR had projected a CO need of 3,400 cadets per year through 2017-18, however, due to recruitment efforts and overlapping academies every four weeks for the past two and one-half years, the Department has reduced the CO need statewide ahead of schedule. Due to the current monthly attrition rate of 143 COs, CDCR requires academy operations to remain active.

D. Justification

With an existing Academy graduation rate of 94 percent, cadets have been steadily filling vacancies. The average monthly attrition rate has also decreased from 156 to 143, as of the end of February, 2016. Attrition rates include permanent separations such as promotions, retirements, transfers and deaths, and exclude long term separations such as military leave, long term sick leave, etc.

Although vacancies have steadily declined, there are 3,800 COs within one to five years of retirement age and 4,500 COs at retirement age or older (see Age Report below) which supports the continued

Analysis of Problem

need to operate the Academy, as proposed. CDCR plans to schedule, on average, a class of 229 cadets every six weeks, resulting in 1,935 graduates annually based on the current 94-percent graduation rate. The proposed capacity would allow CDCR to reduce vacancies to approximately 5 percent.

Age Report

Age Group	Active Cos*	Total Applicable Positions	Average Service Months	Percent-to-Total Impact
45-49	21,626	3,790	193	17.53%
50+		4,522	212	20.91%

*Includes all active COs regardless of leave status

Basic Correctional Officer Academy Staffing

With the continued need to run academies but at a reduced annual capacity, the current Academy staffing level will be reduced by 3 Correctional Supervising Cooks and 22 Sergeants.

Office of Peace Officer Selection Staffing

In order to sustain ongoing academies, the current Office of Peace Officer Selection staffing level is required to support the workload related to the recruitment, application, testing, background investigation, and medical/psychological screening components of the CO selection process, as well as workload related to Individual Service Requests and the Computerized Voice Stress Analyzer.

Basic Correctional Juvenile Academy and Adult Parole Academy

Both the Division of Juvenile Justice (DJJ) and the Division of Adult Parole Operations (DAPO) have had an increasing need to fill vacancies. CDCR requests \$3,686,000 General Fund on a two-year limited-term basis to operate two academies of 40 students each, annually, for both the DJJ and the DAPO. This will allow CDCR to address current attrition needs and to re-evaluate the ongoing needs prior to the limited-term resources expiring.

Cadet Standard and Attrition Reconciliation

Per the 2014-15 Basic Correctional Officer Academy Expansion BCP, CDCR went from a 16-week academy to a 12-week academy to allow cadets to graduate 4 weeks earlier and report to the institution faster. Through the schedule modification, the cadet standard was updated from \$18,252 to \$14,978 by reducing four weeks of personal services while the operating expenses and equipment remained the same. Based on cadet expenditures over a two-year period, a revised cadet standard has been calculated via the Cadet Standard Funding chart below. Through this reconciliation and the reduction in proposed cadets, CDCR is proposing to reduce approximately \$22 million General Fund specifically related to the Basic Correctional Officer Academy cadet standard funding, which takes into consideration the \$1,090,000 in temporary help funding that was redirected to the Commission on Correctional Peace Officer Standards and Training as part of the 2015-16 Academy Finance Letter. This results in a net reduction of approximately \$18 million General Fund after offsetting the cadet/parole agent standard funding for the Basic Correctional Juvenile Academy and Adult Parole Academy (see Attachment A).

Analysis of Problem

Cadet Standard Funding

	CO Cadets 12 weeks	DJJ Cadets 16 Weeks	Parole 11 Weeks
PERSONAL SERVICES			
TEMP HELP- CADET SALARY	\$9,516	\$12,688	\$17,425
HOLIDAY PAY	\$0	\$0	\$322
BENEFIT	\$500	\$500	\$8,422
OVERTIME	\$158	\$158	\$0
OE&E	\$3,337	\$3,349	\$3,232
TOTAL	\$13,511	\$16,695	\$29,401
OE&E			
GENERAL EXP	\$60	\$60	\$60
PRINTING	\$112	\$112	\$112
POSTAGE	\$5	\$5	\$5
TRAVEL FEE	\$6	\$6	\$6
TRAVEL	\$128	\$128	\$128
TRAINING	\$45	\$45	\$45
FACILITY OPERATIONS	\$876	\$468	\$876
UTILITIES	\$50	\$50	\$50
SUBSISTENCE AND PERS CARE	\$745	\$745	\$745
SUBS AND PERS CARE- MEDICAL (FLU SHOT)	\$50	\$50	\$50
FEEDING	\$1,260	\$1,680	\$1,155
TOTAL	\$3,337	\$3,349	\$3,232

E. Outcomes and Accountability

This proposal will allow CDCR to align ongoing Academy resources with current attrition rates, operate a Basic Correctional Juvenile Academy (BCJA) and Adult Parole Academy (APA) necessary to fill increasing vacancies. CDCR will continue to monitor vacancies and attrition rates.

F. Analysis of All Feasible Alternatives

Alternative 1:

Approve, as proposed, reduction of CO cadet annual capacity and provide two-year limited-term funding to allow for 80 BCJA and 80 APA cadets to be trained annually, which will allow the department to re-evaluate the continued BCJA and APA need.

Pros: This will allow CDCR to adequately train COs while aligning ongoing Academy resources with current attrition rates, and to address increasing vacancies for DJJ and DAPO.

Alternative 2:

Approve submitted proposal in full ongoing.

Pros: This will allow CDCR to adequately train Academy, BCJA and APA cadets to keep up with monthly attrition rates while returning General Fund savings to the State.

Alternative 3:

Approve reduction of the Academy cadet annual capacity and fund 40 BCJA and 40 APA cadets annually.

Pros: This will allow CDCR to adequately train COs, and partially impact attrition rates for Youth Correctional Officers, Youth Correctional Counselors and Parole Agents.

Cons: CDCR will not be able to keep up with DJJ and Parole attrition.

Analysis of Problem

Alternative 4:

Approve reduction for Academy cadet annual capacity.

Pros: CDCR would be able to maintain academy capacity to meet the CO demands due to attrition.

Cons: CDCR will not be able to keep up with DJJ and Parole attrition.

G. Implementation Plan

The proposal would be effective July 1, 2016.

H. Supplemental Information

Attachment A – Cadet Standard Funding

Attachment B – Correctional Officer Supply and Demand Chart

I. Recommendation

Approve Alternative 1. This would allow CDCR to meet the Academy, BCJA and APA cadet needs statewide.

2015-16 BCP

Attachment A - Cadet Standard Funding

\$50,726,000 Cadet Complement Baseline

\$1,090,000 Redirected to fund CPOST

\$49,636,000 Revised Baseline

\$27,805,638 2016-17 Funding Need**-\$21,830,362 Reduction for CO Academy Only**

	Standard	Funding Need	Standard	Funding Need	Standard	Funding Need	Total Funding Need
	CO Cadets	2,058	DJJ Cadets	80	Parole	80	
Personal Services	\$10,174	\$20,938,092	\$13,346	\$1,067,680	\$26,169	\$2,093,520	\$24,099,292
Temp Help (Cadet Salary)	\$9,516	\$19,583,928	12688	\$1,015,040	\$17,425	\$1,394,000	\$21,992,968
Holiday Pay	N/A	N/A	N/A	N/A	\$322	\$25,760	\$25,760
Benefit	\$500	\$1,029,000	500	\$40,000	\$8,422	\$673,760	\$1,742,760
Overtime	\$158	\$325,164	158	\$12,640	N/A	N/A	\$337,804
OE&E	\$3,337	\$6,867,546	\$3,349	\$267,920	\$3,232	\$258,560	\$7,394,026
General Exp	\$60	\$123,480	\$60	\$4,800	\$60	\$4,800	\$133,080
Printing	\$112	\$230,496	\$112	\$8,960	\$112	\$8,960	\$248,416
Postage	\$5	\$10,290	\$5	\$400	\$5	\$400	\$11,090
Travel Fee	\$6	\$12,348	\$6	\$480	\$6	\$480	\$13,308
Travel	\$128	\$263,424	\$128	\$10,240	\$128	\$10,240	\$283,904
Training	\$45	\$92,610	\$45	\$3,600	\$45	\$3,600	\$99,810
Facility Operations	\$876	\$1,802,808	\$468	\$37,440	\$876	\$70,080	\$1,910,328
Utilities	\$50	\$102,900	\$50	\$4,000	\$50	\$4,000	\$110,900
Subsistence and Pers Care	\$745	\$1,533,210	\$745	\$59,600	\$745	\$59,600	\$1,652,410
Subs & Pers Care-Medical	\$50	\$102,900	\$50	\$4,000	\$50	\$4,000	\$110,900
Feeding	\$1,260	\$2,593,080	\$1,680	\$134,400	\$1,155	\$92,400	\$2,819,880
TOTAL	\$13,511	\$27,805,638	\$16,695	\$1,335,600	\$29,401	\$2,352,080	\$31,493,318

Net Reduction: -\$18,142,682
with DJJ/DAPO Academies

Correctional Officer Supply & Demand

As Of:	2015-16 Correctional Officer Authority	23,003.7
2/29/2016	Vacancies as of 2/29/16	1,327
↓	Attrition	572
	Academy Graduates	692
7/1/2016	Vacancies as of 7/01/16	1,447
	2016-17 Correctional Officer Increase	204.9
↓	2016-17 Correctional Officer Authority	23,208.6
	Attrition	1,632
	Academy Graduates	1,935
7/1/2017	Vacancies as of 7/01/17	1,349
	2017-18 Correctional Officer Decrease	15.3
↓	2017-18 Correctional Officer Authority	23,223.9
	Attrition	1,632
	Academy Graduates	1,737
7/1/2018	Vacancies as of 7/01/18	1,259